

COW – Having under consideration a workforce assessment and diversification report received and filed from the Human Resources Department, your committee recommends adoption of the following staff directive:

Directing City Departments, in collaboration with the Human Resources Department and in alignment with City goals and strategic direction, to develop a workforce planning process that supports the enterprise. Plans will have specific goals and objectives designed to meet departmental workforce needs, factoring anticipated turnover rates and affirmative action plans and goals. In addition, the following information will be included:

- a) Assessment of workforce needs at a minimum of three to five years.
- b) Formal assessment of opportunities and challenges in diversifying their workforce.
- c) Engagement of Human Resources best practices in the assessment of position descriptions to remove unnecessary requirements, certifications, and education levels necessary to perform the core duties.
- d) Engagement of Human Resources best practices in the assessment of position descriptions to include fluency in the most commonly used languages in the city, as well as multicultural competency, as a desired/required skill, in particular on jobs that involve direct services.

Certified as an official action of the City Council:

SM

RECORD OF COUNCIL VOTE (X INDICATES VOTE)													
COUNCIL MEMBER	AYE	NAY	ABSTAIN	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN	COUNCIL MEMBER	AYE	NAY	ABSTAIN	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN
Reich	X						Glidden	X					
Gordon	X						Cano	X					
Frey	X						Bender	X					
B Johnson	X						Quincy	X					
Yang	X						A Johnson	X					
Warsame	X						Palmisano	X					
Goodman	X												

ADOPTED APR 17 2015
DATE

ATTEST *[Signature]*
CITY CLERK

☒ APPROVED ☐ NOT APPROVED ☐ VETOED

[Signature]
MAYOR HODGES

APR 20 2015
DATE